

Low-Income Discount Waiver Request Form

The Oregon Community Solar Program requires that at least 10 percent of generating capacity be reserved for low-income customers, and that low-income customers be provided a subscription price that includes at least a 20 percent discount compared to the bill credit rate that a participant receives. Additional information on low-income requirements is provided in the Oregon Community Solar Program Implementation Manual, available at www.oregoncsp.org/pim.

In certain cases, a project manager may wish to reserve a greater portion of project capacity for low-income customers than the 10 percent minimum required by the program, and project economics may limit their ability to do so while also providing the required 20 percent discount to low-income participants. In these cases, a project may request that the 20 percent discount requirement be lowered or waived. In no case may low-income customers be charged a subscription fee that exceeds their bill credit rate.

Waiver requests will be reviewed and potentially granted on a case-by-case basis. A project manager may not request that this requirement be waived if they do not plan to reserve more than the minimum amount of capacity for low-income participants. The intent of this waiver process is to provide a means for project managers to provide greater benefits to low-income participants and communities than they would be able to in the absence of a waiver (such as a project manager that proposes to allocate 100% of a project's capacity to low-income customers). Waivers would not be granted if the Program Administrator and OPUC determine that a project manager is only proposing a modest increase in low-income participation as a means of waiving the discount requirement.

The process for requesting a waiver is as follows:

- 1. The Project Manager will fill out this waiver request form and submit to the Program Administrator on the Community Solar Program Platform at www.oregoncsp.org.** Waiver requests may be submitted as part of the project pre-certification or certification submittal process. It is recommended that Project Managers submit their waiver requests early in the process in order to better inform their project planning.
- 2. The Program Administrator will review the waiver request and provide a recommendation to the Oregon Public Utility Commission.** As part of this review, the Program Administrator may schedule a meeting with the project manager to discuss their project plans. Waiver requests will not be granted automatically but will be considered based on their merits on a case-by-case basis. The final decision to grant a waiver is made by Commission at the time that a project is pre-certified, and the recommendation provided by the Program Administrator is not binding. If a project manager requests a waiver prior to submitting a pre-certification application, the Program Administrator will inform the project manager whether it intends to recommend that the waiver request be approved, but this would be subject to OPUC approval.
- 3. The Oregon Public Utility Commission will make a final determination on whether to grant the waiver request at the time of pre-certification.** As part of approving a waiver, the Commission may place additional conditions on a project that must be met, such as achieving a higher level of low-income participant enrollment by the time of project certification.

Oregon Community Solar Program Low Income Discount Waiver Request

Project Manager Entity Name: _____

Point of Contact Name: _____

Point of Contact Phone Number: _____

Point of Contact Email: _____

What percentage of capacity do you propose to reserve for low-income customers? _____ %

What subscription fee do you propose to charge low-income customers? \$ _____

Please provide a brief narrative that describes:

- a) The reason that you are requesting a waiver to the 20 percent discount requirement for low-income customers,
- b) How this waiver would allow your project to provide benefits that are equal to or greater than the benefits that low-income customers would receive if a waiver is not granted, and
- c) How you plan to recruit low-income customers to your project in the absence of the financial incentive provided by the required discount.

You may submit this narrative as a separate document if preferred.